



## **EMPLOYMENT OPPORTUNITY**

### **STATE COUNCIL ON DEVELOPMENTAL DISABILITIES AREA BOARD 4 FULL-TIME POSITION**

**LOCATION:** Sonoma Developmental Center, Eldridge, CA

**CLASS TITLE:** Community Program Specialist II (CPS II)

**WORKING TITLE:** Clients' Rights Advocate (CRA)

**FINAL FILING DATE::** UNTIL FILLED

**Released:** March 8, 2005

### **AGENCY FUNCTION:**

The State Council on Developmental Disabilities is primarily a federally funded state agency, with the responsibility to plan for and monitor services for people with developmental disabilities. These functions are defined in Division 4.5 of the California Welfare and Institutions Code and Public Law 106-142.

### **GENERAL DUTIES OF THE POSITION:**

The CPS II, Clients' Rights Advocate position, under the general direction of the Executive Director of the Area Board on Developmental Disabilities, performs a full range of duties to guarantee, protect, assert, request, and represent the rights of residents of state developmental centers (DC). These duties include, but are not limited to, investigate and take action to resolve complaints from residents, or their representatives, regarding the denial of any rights to which residents are entitled that have been abused, punitively withheld, or improperly or unreasonable denied.; initiate action on behalf of a resident unable to register a complaint on their own behalf; participate in various clinical, administrative and staff meetings where clients' rights issues are addressed and/or when required to participate by regulation; provide consultation and ongoing classroom training to DC employees and DC service providers

**Please call (916) 322-7339 to have a complete duty statement faxed to you.**

### **DESIRABLE QUALIFICATIONS:**

- Experience in the developmental services system
- Planning, public relations and community organizational skills
- Policy and situational analysis, general project management skills
- Good interpersonal and communication skills
- Good writing skills
- Work well under pressure
- Ability to drive an automobile and perform frequent local travel, with occasional overnight travel

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**SELECTION CRITERIA:** Applicants must be eligible through SROA or re-employment list, lateral transfer, currently at the Community Program Specialist II level or have list eligibility for appointment to this classification. Applications will be screened and only the most qualified candidates will be interviewed. If interested, please submit a completed State application (STD. Form 678) and resume to:

**State Council on Developmental Disabilities Area Board 4**  
**Bob Phillips, Executive Director, Area Board 4**  
236 Georgia Street, Suite 201  
Vallejo, CA 94590  
(707) 648-4073